

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE

FINANCIAL STATEMENTS

31 MARCH 2021

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Registered Charity Number:1013211

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE**COMPANY REFERENCE AND ADMINISTRATIVE DETAILS****Trustees**

Mary Wyllie	Chair
Karen Wood	Treasurer
Sophie Johnson	
Sharon Walker	
Anthony Flowers	
Annabel McGuire	
Eleanor Hinchcliffe	

Registered Charity Number

1013211

Registered office

PO Box 230
Huddersfield
HD1 1AA

Independent Examiner

Wheawill & Sudworth Limited
Chartered Accountants
35 Westgate
Huddersfield
HD1 1PA

Bankers

National Westminster Bank
8 Market Street
Huddersfield
HD1 2AL

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and financial statements for the year ended 31 March 2021 which is also prepared to meet the requirements for a trustees' report and accounts for the Charities Act purposes.

The financial statements comply with the Charities Act 2011, the Constitution and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

Objectives and Activities

Telephone, or face to face counselling, to survivors who have been raped, sexually assaulted, or experienced any form of sexual violence, in the districts of Kirklees, Calderdale and Wakefield and may be extended to survivors not resident in the area.

The provision of this service is non-denominational, open to all sexes, sexual orientations, races and ages.

We provide counselling and support services to people living in the Kirklees, Calderdale and Wakefield areas who are survivors of rape and/or sexual and domestic violence. The service is free and is open to anyone over the age of 13.

Public Benefit Statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health and saving lives.

Financial Review

Income for the year is shown as £679,062 (2020: £351,293) and this is mostly from grant funding which is listed in the notes to the accounts. Expenditure is shown as £549,643 (2020: £347,117) with a year end carry forward of unrestricted funds balance of £150,074 (2020: £140,958).

Reserves policy

The trustees are aiming to set aside six months running costs in addition to any redundancy costs for paid staff, this would make our target for reserve to stand at £146,000. As at 31 March 2021 free reserves less fixed assets were £150,074.

Reference and administrative details, Advisors and Trustees

These are all specified on page 1.

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE

TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

The charity is governed by a constitution adopted on 1 July 1992, amended 7 December 1993 and 13 September 2008 and was entered on the register of Charities on 28 July 1992.

The trustees of the charity are appointed by members at the AGM.

Risk management

The trustees have considered the risks to which the charity is exposed and have put in place appropriate controls to provide reasonable assurance against loss and damage.

Chairs Report

Our mission statement: 'We exist primarily to promote the needs of women within the Kirklees and Calderdale areas who have experienced sexual or domestic violence/abuse. We work to promote greater understanding of the issues surrounding sexual and domestic violence and endeavour to educate public to challenge myths and to reduce incidences of violence in the general population. We are committed to improving existing provision within our local area for survivors and we extend our service provision to men who have experience of sexual or domestic violence/abuse.

Service Purpose

- To provide a specialist counselling service for people (female and male) over 13 who have experienced rape, sexual abuse and domestic violence (currently or historically)
- To work with residents in North and South Kirklees and Calderdale
- To provide a service free at the point of delivery
- To maintain the service ethos of equality and diversity
- To offer accessible service times and venues
- To work in partnership with appropriate organisations to increase awareness of the issues experienced by our beneficiaries

Strengths

Key achievements recently include:

- Development and inclusion in the West Yorkshire Partnership for sexual abuse
- Increased training and skills within the staff team which has resulted in KRASACC signing up to CPD accreditations for staff and volunteers
- Development of robust staffing procedures to ensure flexible and accessible service delivery
- Helpline improvements, including recruiting and training of volunteer team and adaption of new systems to incorporate helpline activities into mainstream working practices and provision of daily helpline access
- Increased service user/beneficiary involvement through development of consultation groups
- Expanded and improved premises in working and service provision environment
- New and robust IT systems which improve safety and confidentiality and meet national Data Protection standards and GDPR
- Received the quality standards from RCEW National service standards, achieved the local Quality for Health standards and working towards the NVCO Trusted charity quality standards
- Expansion of our ISVA service including our Children and young people service ChYps
- Website development and higher social media presence
- Robust and secure referral and case progression management

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE

TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2021

- Our work with partner organisations has increased to include local 3rd sector organisations, we are members of the 3rd Sector Leaders Group, Domestic Violence Forum and Kirklees Metropolitan Council Mental Health partnership board and provider forums
- New members of the Management Committee have brought additional expertise to the organisation, including Publicity and Promotion, Administration, IT Skills, Employment and Staff Governance, Finance and Fundraising
- Development of policies and procedures to ensure meeting National Rape Crisis (England & Wales) Standards and achieving The Survivors Trust National Standards Awards
- Working towards the Inclusion in commissioning negotiations with the new ICS of Health in West Yorkshire
- All staff have improved access to professional improvement training through our Big Lottery award.
- Networking and partnership working plays a significant role within KCRASAC as does awareness raising
- We have a significant role in enabling the professional effectiveness of other agencies and a strong contribution through knowledge transfer. A range of presentations and awareness raising sessions and stands at local events were provided in this year to the following agencies: Kirklees Colleges, Huddersfield University (5 different events and courses), Training student police recruits, Safeguarding Boards and Safeguarding week (regular stalls), Training to Education professionals, Domestic Abuse Strategy Board, Local Sexual Health Network, NHS England

Chief Executive Report

I would like to give thanks to KCRASAC staff, Trustees and Volunteers whose commitment and dedication helped to maintain KCRASAC's professional standards of the excellent service it is particularly with the unprecedented challenge that Covid and national lockdowns presented us with. Staff have worked incredibly hard to ensure that KCRASAC were able to continue to deliver a service throughout the crisis, I would like to take the opportunity to thank them for their dedication and commitment, and to acknowledge the way they have worked to overcome the challenges of working virtually from home, trying to juggle the various demands of children, home schooling, pets and family members, at the same time continuing to offer support to service users.

During this reporting period KCRASAC has still managed to grow and expand some of its services, we have had significant growth in our ISVA service to include a BAME focused ISVA who will support KCRASAC to engage with our diverse communities and a CHISVA which will enable us to grow our young people's service. We now have a bank of associate counsellors who we can draw on in times of difficulty funds permitting.

We are grateful to all our funders who support the continuation of our services and for those funders the PCC, MOJ and the Lottery who helped us with the emergency COVID funding. The emergency COVID funding assisted us in purchasing additional equipment and electronic equipment to transition our services to digital online support and enabled us to employ additional staff to meet the increased demand on our services including getting our training resources online.

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE

TRUSTEES' ANNUAL REPORT (continued)

FOR THE YEAR ENDED 31 MARCH 2021

Counselling Centre Trustees' Report

Developments

We are continuing to develop our training course and expect to deliver accredited courses to volunteers from January 2018.

Due to the increase in staff capacity we can offer face to face support sessions for clients who are on the waiting list for counselling as an interim measure. We also received status of preferred training provider via Rape Crisis England and Wales; which means that any organisation who contacts rape crisis for training within our region will be referred to KCRASACC.

The ISVA and Counselling services continue to grow partly due to the two inquiries into child sexual abuse (IICSA) being held by central government. KRASACC has seen an increase on demand for services up by 25% on last year.

We have included Calderdale to our geographical area of work and have changed the name to be inclusive of Calderdale.

Building Infrastructure

We have moved office location for our core services in Kirklees with a reduced space but have managed to optimize this space through an office refurbishment.

Our training room has been used for our first cohort of volunteers and we have plans in place for external training to outside agencies.

Helpline

We successfully trained and recruited 10 new volunteers, delivering a high quality accessible service to survivors. Our intention is to have two rounds of volunteer recruitment a year.

Business Plan/Funding Strategy

The MC, CEO and staff have started work on the new business plan and strategy for 2018-2023 and have developed a Funding Strategy to merge with and support the BP.

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE**TRUSTEES' ANNUAL REPORT (continued)****FOR THE YEAR ENDED 31 MARCH 2021****Training and Development**

As part of our networking outcomes we have met with several agencies and educational institutions and outreach projects to raise the profile of our services and the effects of abuse within the hard to reach communities. We have met with the West Yorkshire Police Crime Commissioner raising the profile of KRASACC and Bradford Survivors to work towards a strategic implementation of services for male survivors.

We have also provided talks to survivor groups, engaged with and attended voluntary services network events and open days at Huddersfield University.

Counselling and ISVA Services

Referrals continue to increase as do our successful outcomes for clients accessing these services. We have gained increased funding for the development of ISVA services to continue to provide quality accessible services to an ever-increasing client group. The MC and CEO have researched and sourced possible funding grants which will be part of our ongoing funding provision for existing staff and projects.

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE**TRUSTEES' ANNUAL REPORT (continued)****FOR THE YEAR ENDED 31 MARCH 2021****Trustees' Responsibilities Statement**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 10 September 2021 and signed on their behalf by

Mary Wyllie
Chair

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE**INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 9 to 14.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Charities Act 2011 and in carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content if the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

D M Butterworth FCA
Wheawill & Sudworth Limited
35 Westgate
Huddersfield
HD1 1PA

10 September 2021

KIRKLEES & CALDERDALE RAPE AND SEXUAL ABUSE CENTRE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Notes					
1	Incoming resources				
3	Donations and legacies	12,665	666,397	679,062	351,293
	Total income	<u>12,665</u>	<u>666,397</u>	<u>679,062</u>	<u>351,293</u>
	Expenditure on charitable activities				
	Staff costs	-	396,322	396,322	266,378
	Supervision	-	2,960	2,960	3,479
	Associate Counselling costs	-	45,352	45,352	-
	Training	-	9,005	9,005	22,016
	Volunteer expenses	-	-	-	3,146
	Travel	-	1,018	1,018	5,295
	Rent and rates	-	19,289	19,289	10,136
	Consultancy	-	-	-	2,400
	Utilities	-	6,235	6,235	5,523
	Telephone and internet	-	3,602	3,602	3,112
	Insurance	-	1,584	1,584	1,502
	Advertising and publicity	46	3,021	3,067	1,920
	Repairs and renewals	55	1,766	1,821	3,391
	Refurbishment	-	-	-	733
	Equipment	-	21,707	21,707	4,018
	Health and safety costs	-	11,061	11,061	-
	Refreshments	-	-	-	387
	Printing and postage	670	1,074	1,744	3,245
	IT costs	253	21,686	21,939	8,562
	Other expenditure	313	412	725	380
	Accountancy and payroll	2,212	-	2,212	1,494
	Total expenditure	<u>3,549</u>	<u>546,094</u>	<u>549,643</u>	<u>347,117</u>
	Net incoming/(outgoing) resources	<u>9,116</u>	<u>120,303</u>	<u>129,419</u>	<u>4,176</u>
	Reconciliation of funds				
	Total funds brought forward	140,958	59,609	200,567	196,391
4	Total funds carried forward	<u>150,074</u>	<u>179,912</u>	<u>329,986</u>	<u>200,567</u>

KIRKLEES RAPE AND SEXUAL ABUSE COUNSELLING CENTRE

BALANCE SHEET

AS AT 31 MARCH 2021

Notes	2021 £	2020 £
Current assets		
Cash at bank and in hand	344,140	200,567
Total current assets	<u>344,140</u>	<u>200,567</u>
2 Creditors: amounts falling due within one year	(14,154)	-
Net current assets	<u>329,986</u>	<u>200,567</u>
Total assets	<u>329,986</u>	<u>200,567</u>
 Represented by:		
Unrestricted funds - reserves	150,074	140,958
Restricted funds	179,912	59,609
Total Funds	<u>329,986</u>	<u>200,567</u>

These financial statements were approved by the Trustees on 10 September 2021 and are signed on its behalf by

Mary Wyllie
Chair

KIRKLEES RAPE AND SEXUAL ABUSE COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

a) Basis of preparation

These financial statements are prepared on a going concern basis, under the historical cost convention. The financial statements have been prepared in accordance with the “Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)” (“the Charities SORP”) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity as defined under FRS102.

b) Income

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

c) Restricted Funds

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets the criteria is identified to the fund together with a fair allocation of management and support costs.

d) General Funds

Unrestricted Funds are other income received or generated for the objects of the charity without further specified purpose and are all available as general funds.

Designated Funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for use for a specific purpose.

e) Resources expended

Kirklees Rape and Sexual Abuse Counselling Centre is not VAT registered.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

f) Tangible Fixed Assets and Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its useful life.

KIRKLEES RAPE AND SEXUAL ABUSE COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (continued)

g) Fund Accounting

Funds held by the charity are either restricted funds or unrestricted general funds. Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees. Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

h) Creditors and provisions

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

i) Pensions

Kirklees Rape and Sexual Abuse Counselling Centre are contracted to The People's Pension to provide their workplace pension scheme.

The People's Pension is a multi-employer, defined contribution occupational pension scheme that has master trust status. It is run by B&CE, a not-for-profit organisation.

KIRKLEES RAPE AND SEXUAL ABUSE COUNSELLING CENTRE**NOTES TO THE FINANCIAL STATEMENTS (Continued)****FOR THE YEAR ENDED 31 MARCH 2021**

2	Donations and legacies	Unrestricted funds	Restricted funds	Total	Total
		2021	2021	2021	2020
		£	£	£	£
	Big Lottery Grant Fund	-	92,611	92,611	90,795
	The Brook Trust	-	30,000	30,000	30,000
	Groundwork UK	-	-	-	3,000
	Henry Smith Charitable Trust	-	59,200	59,200	43,500
	Home Office	-	-	-	90,720
	Lloyds Bank	-	49,980	49,980	24,940
	Ministry of Justice	-	136,080	136,080	-
	Ministry of Justice - COVID	-	121,210	121,210	-
	Community Foundation Lottery - COVID	-	45,500	45,500	-
	Community Foundation Kirklees - COVID	-	3,585	3,585	-
	Rape Crisis England & Wales	-	-	-	1,500
	West Yorkshire Police & Crime Comm	-	99,328	99,328	59,000
	West Yorkshire Police & Crime Comm - COVID	-	28,903	28,903	-
	Donations	12,665	-	12,665	7,838
		<u>12,665</u>	<u>666,397</u>	<u>679,062</u>	<u>351,293</u>

3	Restricted Funds	At 1 April 2020 £	Incoming Resources £	Outgoing Resources £	Funds Transfer £	At 31 March 2021 £
	Big Lottery Grant Fund	22,698	92,611	(53,006)	-	62,303
	The Brook Trust	30,000	30,000	(18,446)	-	41,554
	Henry Smith Charitable Trust	4,833	59,200	(35,744)	-	28,289
	Lloyds Bank	2,078	49,980	(27,078)	-	24,980
	Ministry of Justice	-	136,080	(135,935)	-	145
	Ministry of Justice - COVID	-	121,210	(121,210)	-	-
	Comm Found Lottery – COVID	-	45,500	(45,500)	-	-
	Comm Found Kirklees - COVID	-	3,585	(3,585)	-	-
	West York Pol Comm	-	99,328	(76,687)	-	22,641
	West York Pol Comm - COVID	-	28,903	(28,903)	-	-
		<u>59,609</u>	<u>666,397</u>	<u>(546,094)</u>	<u>-</u>	<u>179,912</u>

KIRKLEES RAPE AND SEXUAL ABUSE COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2021

4 Trustees' remuneration

No remuneration was paid to the trustees during the year (2020: £nil)

5 Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,998	-
Social security and other taxes	9,656	-
Accruals	1,500	-
	<hr/>	<hr/>
	14,154	-
	<hr/>	<hr/>

6 Control

The charity is under control of the trustees